

**DAILY INVOICE
LODGING/MEAL SERVICES**

(For use of this form, see USMEPCOM Reg 601-1)

VENDOR _____
CONTRACT NUMBER _____
AUTHORIZATION DATE(S) _____

(INVOICE DATE)

DESCRIPTION	RATE	NUMBER FURNISHED												TOTAL	AMOUNT
		ARMY	ARMY RES	ARMY NG	NAVY	NAVY RES	NAVY "SAM"	AIR FORCE	AIR FORCE RES	USMC	USMC RES				

SECTION I - LODGING SERVICES

SINGLE ROOM															\$
DOUBLE ROOM															\$

SECTION II - MEAL SERVICES

SUPPER															\$
BREAKFAST															\$
DINNER (LUNCH)															\$
BOX LUNCH															\$

SECTION III - HONORED VOUCHERS (ATTACHED)

TYPE AND NUMBER						NUMBER OF PAGES									
LODGING (FORM 727-1)															
SUPPER (FORM 727-2)															
BREAKFAST (FORM 727-3)															
DINNER (LUNCH) BOX LUNCH (FORM 727-4)															
LATE ARRIVALS ADD-ONS (FORMS 728)															

SECTION IV - CERTIFICATION

I CERTIFY THAT THE ABOVE CLAIM FOR SERVICES RENDERED IS CORRECT,
THAT PAYMENT THEREFORE HAS NOT BEEN RECEIVED AND ALL SERVICES
WERE RENDERED IN ACCORDANCE WITH CONTRACTUAL AGREEMENTS.

DATE _____

SIGNATURE _____
(VENDOR OR AGENT)

INSTRUCTIONS FOR COMPLETION

ITEM	ENTRY
VENDOR	ENTER (STAMP) THE NAME OF CONTRACT ESTABLISHMENT.
CONTRACT NUMBER INVOICE	ENTER THE NUMBER ASSIGNED TO THE CONTRACT WITH THE MEPS TO FURNISH THE SERVICES INCLUDED ON THE INVOICE
AUTHORIZATION DATE	ENTER THE DATE(S) THE SERVICES WERE RENDERED.
SECTIONS I AND II	
RATE	ENTER THE CONTRACT RATE FOR EACH TYPE OF SERVICE FOR WHICH REIMBURSEMENT IS BEING CLAIMED.
NUMBER FURNISHED	ENTER THE NUMBER OF EACH TYPE LODGING (SINGLE AND DOUBLE) AND EACH TYPE OF MEAL FURNISHED, BY MILITARY SERVICE, AND THE TOTAL FOR ALL MILITARY SERVICES.
AMOUNT \$	ENTER THE TOTAL DOLLAR AMOUNT BEING CLAIMED. NOTE: THIS ENTRY IS OPTIONAL SINCE DOLLAR AMOUNTS (NUMBER FURNISHED MULTIPLIED BY THE RATE) CAN EASILY BE DETERMINED BY BOTH THE CONTRACTOR AND MEPS. ALSO DOLLAR AMOUNT (BASED ON SOME CONTRACTUAL AGREEMENTS) IS BASED ON VOLUME OF SERVICE SUPPLIED, AND CAN ONLY BE DETERMINED AT END OF MONTH. IF VENDOR IS TO BE PAID FOR THE ACTUAL COST OF THE MEAL ONLY, ENTER THE TOTAL AMOUNT DUE AS TABULATED FROM THE APPROPRIATE VOUCHER.
SECTION III	
HONORED VOUCHERS (ATTACHED)	ENTER THE TOTAL PAGES OF VOUCHERS, BY MILITARY SERVICE AND KIND OF SERVICE FURNISHED, WHICH WILL BE ATTACHED TO THE DAILY INVOICE.
SECTION IV	
DATE	ENTER THE DATE THE INVOICE IS PREPARED.
SIGNATURE & TITLE (VENDOR OR AGENT)	SIGNATURE AND TITLE OF VENDOR OR AUTHORIZED AGENT.